



STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE
LANSING

RICK SNYDER
GOVERNOR

COL. KRISTE KIBBEY ETUE
DIRECTOR

January 15, 2016

RE: Asset Forfeiture Reporting

Dear Criminal Justice Colleagues:

On October 20, 2015, Governor Rick Snyder signed an eight-bill package that will change forfeiture laws as well as mandatory forfeiture reporting. The changes will take effect on February 1, 2016. The new laws do not affect the required reporting under the current laws; therefore, we are required to continue reporting 2015 forfeitures to the Clerk of the House of Representatives and the Secretary of the Senate for this time period. This will require your agency to report all forfeitures completed under the current laws through January 31, 2016. As you have been reporting on your agency's fiscal year in the past, the only change for this reporting period will be to report all completed forfeitures beginning from your last reported date through January 31, 2016.

The reporting form can be found at: www.michigan.gov/CJgrants. Click on **2015 Asset Forfeiture Reporting Form & Frequently Asked Questions**. You will see a link on the next web page which will connect you to the survey form. Once you have filled out the form and submitted it online, data will be transmitted automatically to our office. **Please note that you must print a copy of each page of the online form for your records.** If you have technical difficulties with the survey form, please utilize the fill-in enabled form (ADM-206) and email it to our office.

In the event that your agency did not effectuate any forfeiture proceedings during the required reporting period, you are still required to complete the Identification Section of the form, place a check mark in the box labeled "Our agency has no forfeitures to report for the above-referenced time period," and complete the online submission.

Due to enacted law changes, the due date for the 2015 Asset Forfeiture Reporting form has been extended to **February 29, 2016**. Your prompt submission of the form is appreciated. The information that you submit will be analyzed and included with similar information collected from agencies across the state. The state of Michigan Asset Forfeiture Report will be posted on the Grants and Community Services Division website during the summer of 2016.

Of Special Note to Prosecuting Attorneys:

- If your agency receives fees for filing forfeitures from police agencies in your jurisdiction, you may or may not need to complete a reporting form. If your agency is listed as a recipient of forfeiture funds in the order of forfeiture effectuated in circuit court, or a named recipient in a default stipulation, you must complete and submit the entire form.
- If you are not listed as a recipient of funds in the court order or administrative forfeiture action, please check the box **"Our agency has no forfeitures to report for the above-referenced time period"** and complete the online submission. The police agencies who paid fees from forfeiture funds to your office should list those costs in G. Deductions from Gross Proceeds, 1. Administrative Costs Incurred to Close Forfeiture.

Should you have questions or need assistance regarding the submission of your report, please contact Ms. Leslie Wagner at WagnerL2@michigan.gov or 517-241-1038.

Sincerely,

Nancy Becker Bennett, Division Director
Grants and Community Services Division